INTERSTATE COMMISSION FOR JUVENILES

Information Technology Committee Meeting Minutes
October 13, 2026
2:00 p.m. EDT
Via Zoom

Preliminary Business

Committee Chair K. Torres (IA) called the meeting to order at 2:02 p.m. EDT.

Director Underwood called the roll, and a quorum was established.

Commissioners/Designees in Attendance:

1. Kellianne Torres (IA), Designee, Chair
2. Judy Miller (AR), Designee
3. Natalie Dalton (VA), Commissioner
4. Jenny McFadden (WI), Designee

Additional State ICJ Personnel in Attendance:

1. Christopher "CJ" Keys (AK)
2. Jon Garcia (CA)
3. Nordia Napier (CT)
4. Terrance Clayton (FL)
5. Benjamin Turner (KY)
6. Yolanda Latimer-Hampton (LA)
7. Alan Garret (NC)
8. Shyra Bland (NJ)
9. Steven Bruun (NV)

Commissioners/Designees not in Attendance:

1. Jefferson Regis (DC), Commissioner
2. Abbie Christian (NE), Commissioner, Vice Chair
3. Casey Gerber, Commissioner (WI)

National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
2. Jenny Adkins, Director of Operations, Rules, and Compliance
3. Joe Johnson, Technology Systems Manager
4. Amanee Cabbagestalk, Training and Development Manager

N. Dalton (VA) made a motion to approve the agenda, as presented. The motion passed by unanimous consent.

J. Miller (AR) made a motion to approve the minutes of the Technology Committee on June 9, 2026, as presented. The motion passed by unanimous consent.

Unfinished Business

There was no unfinished business discussed.

New Business

Overview and Discussion of FY27 IT Committee Objectives

- Chair K. Torres (IA) presented the Technology Committees fiscal year (FY) 2027 objectives, which include improving UNITY onboarding courses, assessing and prioritizing enhancement requests, developing plans for Rule-related UNITY updates and UNITY enhancements, supporting the implementation of the amended UNITY Privacy Policy, and reviewing training education strategies related to UNITY.
- Chair K. Torres (IA) announced the committee would not be divided into subcommittees, as it was in previous years. She asked members to email her about their preferences for UNITY testing or training focus areas.
- Chair K. Torres (IA) identified the need for regional ambassadors to present a Technology Committee report at regional meetings.
- Chair K. Torres (IA) stated that she and J. McFadden (WI) will serve as regional ambassadors for the Midwest Region.
- S. Bland (NJ) and N. Napier (CT) volunteered to serve as regional ambassadors for the East Region.
- J. Garcia (CA) and S. Bruun (NV) volunteered to serve as regional ambassadors for the West Region.
- B. Turner (KY) and N. Dalton (VA) volunteered to serve as the regional ambassadors for the South Region.

Review and Scoring Process of the UNITY Enhancement Requests

- Chair K. Torres (IA) presented the process for reviewing and scoring enhancement requests for the UNITY system.
- Chair K. Torres (IA) and J. Johnson explained the scoring methodology, which includes evaluating operational efficiency, case accuracy, user level impact, workflow redesign requirements, UNITY development complexity, and rules impact. They noted the importance of applying a national perspective rather than focusing solely on individual state needs.
- Committee members were instructed to review the 14 enhancement requests, score them individually using their assigned spreadsheets, and submit their completed scores to J. Johnson by October 30th.

Next Steps

- Chair K. Torres (IA) reminded members to submit their enhancement scoring by October 30, 2026.
- The next meeting was scheduled for Tuesday, November 10, 2026, at 2:00 pm EDT.

Adjourn

Chair K. Torres (IA) adjourned the meeting by acclamation without objection at 3:00 p.m. EDT.